

EAA CARO NO

22 September 1982

MEMORANDUM

From: EAA Store Manager
To: Chief, Benefits and Services Division
Thru: Deputy Chief, BSD

Subj: Stolen and damaged merchandise

1. The following items were stolen from the EAA Store:

1 Parker Roller Ball Pen costing	\$3.37
1 Timex alarm clock	9.99
1 Picture frame	4.17

2. The following merchandise was damaged or broken by the customers and cannot be sold or returned:

5 Pen bracelets costing	.43 each
1 Pencil sharpener	.80
1 Picture frame	4.54
1 Picture frame	7.63

3. The following item was removed from Store stock and used in the Store:

1 Tube Crazy Glue costing	.84.
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4. Request permission to write-off merchandise from purchases and charge to appropriate accounts.

APPROVED:

President
Employee Activity Association
DISAPPROVED:

STAT

STAT
STAT

27 September 1982

MEMORANDUM FOR: Office of General Counsel
Office of Inspector General
Director of Security

STAT
FROM:

[REDACTED]
Deputy Chief, Benefits and Services Division/OP

SUBJECT: Disappearance of EAA Store Merchandise

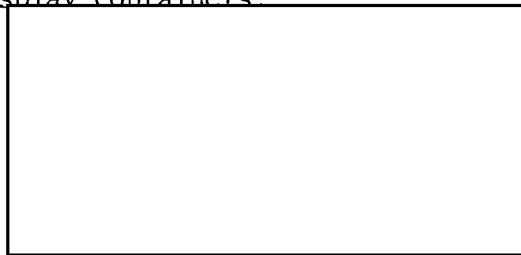
The Manager of the Employee Activity Association Store has reported the apparent theft of several items from the Store. The items are:

	<u>Cost</u>
1 Parker Roller Ball Pen	\$3.37
1 Timex alarm clock	9.99
1 Picture frame	4.17

TOTAL \$17.53

The apparent thefts were confirmed by the Store when the merchandise was found missing from the display containers.

STAT



ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM

EXTENSION

NO.

 Deputy Chief, Benefits & Services
 5E 56 Headquarters

29 Sep 82

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

 1. Director of Security
 Chief, Physical Sec Div

2.

3.

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12.

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14.

15.

27 September 1982

MEMORANDUM FOR: Office of General Counsel
Office of Inspector General
Director of Security

STAT
FROM:

[Redacted]

Deputy Chief, Benefits and Services Division/OP

SUBJECT: Disappearance of EAA Store Merchandise

The Manager of the Employee Activity Association Store has reported the apparent theft of several items from the Store. The items are:

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TOTAL \$17.53

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[Redacted]

STAT

I certify that the above items were stolen from the EAA Store.

[Redacted]

STAT

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM

Deputy Chief, Benefits and Services
5E 56 Headquarters

EXTENSION

NO.

DATE

28 Sep 82

TO: (Officer designation, room number, and building)

DATE

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FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Office of Inspector General
6E 08 Headquarters

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27 September 1982

MEMORANDUM FOR: Office of General Counsel
Office of Inspector General
Director of Security

STAT
FROM:

[REDACTED] Deputy Chief, Benefits and Services Division/OP

SUBJECT: Disappearance of EAA Store Merchandise

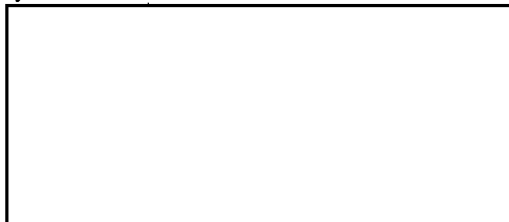
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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Deputy Chief, Benefits and Services
5E 56 Headquarters

EXTENSION

NO.

28 Sep 82

TO: (Officer designation, room number, and building)

DATE

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FORWARDED

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7D 00 Headquarters

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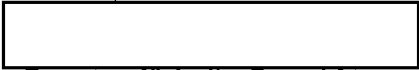
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27 September 1982

MEMORANDUM FOR: Office of General Counsel
Office of Inspector General
Director of Security

STAT
FROM:


Deputy Chief, Benefits and Services Division/OP

SUBJECT: Disappearance of EAA Store Merchandise

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ROUTING AND TRANSMITTAL SLIP		Date
		27 Sep 82
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1.	C/BSO	
2.	DD/Pers/SP	
3.	EA/Pers	
4.	DD/Pers	
5.	DC/BSO	
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
DC/BSO	Phone No.

5041-102

★ GPO : 1981 O - 341-529 (120)

OPTIONAL FORM 41 (Rev. 7-76)

Prescribed by GSA
FPMR (41 CFR) 101-11.206